



WISCONSIN

DEPARTMENT OF WORKFORCE DEVELOPMENT

Division of Economic Support
Bureau of Welfare Initiatives

**TO: Economic Support Supervisors
Economic Support Lead Workers
Training Staff
FSET Administrative and Provider Agencies
Child Care Coordinators
W-2 Agencies**

BWI OPERATIONS MEMO

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PRIORITY: URGENT

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Policy Analysis and Program Implementation Section**

SUBJECT: BADGERCARE IMPLEMENTATION

PURPOSE

This Operations Memo provides local agency eligibility staff with an explanation of the schedule and instructions for BadgerCare implementation.

BACKGROUND

The BadgerCare program is an expansion of the current Medicaid program. Through both a demonstration project waiver and a State Plan Amendment, Wisconsin has created a program that provides health care coverage for uninsured children and their parents who meet certain financial guidelines. While this program is a Medicaid expansion and shares many common traits with AFDC-related and Healthy Start Medicaid, it also has some significant policy and process differences. Unlike Medicaid, BadgerCare:

- Is only available to persons who are not covered (and have not been covered in the last three months) by health insurance.
- Is only available to persons who do not have access to employer-based, family group health plans through a household member in which the employer pays 80% or more of the health plan premiums.
- Requires that families pay a monthly premium if the family's income exceeds 150% of the Federal Poverty Level (FPL).
- Has a maximum number of state dollars available to pay for coverage. Within specific guidelines, the Department may ask HCFA to lower the applicant income limit to reduce the number of persons who can enter the program. (This 'enrollment trigger' mechanism has no effect on persons already on the program.)

IMPLEMENTATION

Beginning on July 1, 1999, local agencies must accept applications for BadgerCare. Any applicant in July is entitled to have coverage established effective July 1, if they meet BadgerCare eligibility requirements on any day in July 1999.

All households must make a request for BadgerCare to initiate the eligibility determination process, including households that have one or more individuals who are already open for assistance on the CARES system. All new applications must be made in person, at any of the current Medicaid application sites, including economic support and Healthy Start outstations.

During the interview or other personal contact, it is important that the eligibility worker explain the program and its unique requirements, including insurance coverage, access issues and how premiums work. It is also very important for families to understand that if it is necessary to use the enrollment trigger to lower the income threshold for applicants, families already covered by BadgerCare will be able to maintain their coverage until their income exceeds 200% of the federal poverty level.

A new one-page BadgerCare Application Supplement form will be used to obtain the additional data needed to determine BadgerCare eligibility before the CARES systems is updated and to acknowledge the applicant's understanding of the requirements of the BadgerCare program. A supply of these forms has been or will be delivered to you before July 1, 1999.

This form will also be used over the first six months of BadgerCare implementation in two other situations – to handle requests for BadgerCare from cases open on CARES prior to the next scheduled review and as a supplement to the paper application forms, until they are all updated. Later in 1999, a new Medicaid and BadgerCare for Families Application form will be introduced. It will replace the current Healthy Start application form. Once the Food Stamps/Medicaid and W-2 Only application forms are also updated to include the information needed for BadgerCare, the BadgerCare Application Supplement form will no longer be needed.

Case Processing

On July 1st – 16th, 1999

During this period, applications for BadgerCare will be accepted and requests for BadgerCare for cases being reviewed in July or later will be accepted. Because CARES will not be updated to reflect BadgerCare requirements until July 19th, collect information about BadgerCare eligibility as part of the application or review process using the BadgerCare Application Supplement.

If a household requests BadgerCare and they are part of an active CARES case (who will not have a review done in July), explain BadgerCare program requirements, send them the BadgerCare Application Supplement and BadgerCare brochure. They will need to complete and sign the Application Supplement and return it to you.

On July 19, 1999

BadgerCare changes to CARES will be implemented. The BadgerCare new and modified screens will be incorporated, as well as all other changes. This means that you can enter BadgerCare data in review, intake or on-going modes (either as part of the interactive interview or from the BadgerCare Application Supplement).

However, because Benefit Issuance Pull-Down occurs Monday (7/19/99) evening, no BadgerCare eligibility that requires running with dates can be done on July 19th. This means that if you have any unconfirmed AGs (for any program) or confirmed AGs (for any program) for June or July 1999 that existed before 7/19/99, you cannot run SFED correctly until July 20th.

Beginning July 20, 1999

Beginning July 20, 1999, the day following "Benefit Issuance Pull-Down", you'll be able to run with dates for cases with existing confirmed AGs for July and August, and run without dates for September 1999.

SPECIFIC INSTRUCTIONS FOR APPLICATIONS, REVIEWS AND BADGERCARE REQUESTS BEFORE A REVIEW ARE ATTACHED TO THE BACK OF THIS OPERATIONS MEMO.

List of Potential BadgerCare Eligible Persons

The State will supply each local agency with a report that lists open cases that include one or more persons who are potentially eligible for BadgerCare. The report will include information (local agency, office, worker number/name, CARES case name, and CARES case number) of any case that is currently open or closed less than 30 days that includes a person who appears to meet BadgerCare eligibility requirements (under age 19, parent of a child under age 19, spouse of such a parent, ineligible for Medicaid for a reason other than SSI or other nonfinancial reason, and not covered by insurance).

One version of this report will be sent out during the week of June 28th. This report features data from the CARES database as it existed in April 1999.

A second version of this report, using June 1999 data, will be generated and distributed the week of July 5, 1999.

CARES Field Defaults

Because we are adding new fields, we have to default the values of these fields to a set value. For all yes/no questions, we will default the answer to 'N'. There is one exception, for health insurance on CARES currently, we will look at the 2nd character of the coverage codes on AFMI and if this character is 'Y', we will set the value of the 'MM' field to 'Y'.

Medical Assistance (Medicaid) Handbook, Appendix 30

We've discovered that the tables in the BadgerCare Appendix (Medicaid Handbook, Release 99-03 and Release 99-04) that was distributed to you are incorrect. Those tables used the 1998 Federal Poverty Levels (FPL), rather than the 1999 FPL Guidelines. Here are the correct values for those tables:

30.11.1 (Applicant Income Limits)

Group Size	185% FPL
1	\$ 1,270.33
2	\$ 1,705.08
3	\$ 2,139.83
4	\$ 2,574.58
5	\$ 3,009.33
6	\$ 3,444.08
7	\$ 3,878.83
8	\$ 4,313.58
9	\$ 4,748.33
10	\$ 5,183.08

30.11.2 (Recipient Income Limits)

Group Size	200% FPL
1	\$ 1,373.33
2	\$ 1,843.33
3	\$ 2,313.33
4	\$ 2,783.33
5	\$ 3,253.33
6	\$ 3,723.33
7	\$ 4,193.33
8	\$ 4,663.33
9	\$ 5,133.33
10	\$ 5,603.33

In the October 1999 Release, we will provide Medicaid handbook holders with new appendix pages with the correct values.

BADGERCARE ASSISTANCE GROUPS WITH PREMIUMS REQUIRED

There have been many questions during the BadgerCare eligibility worker training regarding how the initial month's premium works.

- Medicaid Eligible AG: For an AG that has a member who was eligible for Medicaid in the month preceding the month for which eligibility is being determined, the premium is only required for BadgerCare to open if it is after adverse action of the benefit month.
- BadgerCare Eligible (without premium): For an AG that has a member who was eligible for BadgerCare without a premium in the month preceding the month for which eligibility is being determined, the premium is only required for BadgerCare to open if it is after adverse action of the benefit month.
- Not Medicaid or BadgerCare Eligible: For an AG that has no member who was eligible for Medicaid or BadgerCare in the month preceding the month for which BadgerCare eligibility is being determined, a premium for month 2 is required before month 1 and 2 can be confirmed as BadgerCare eligible.

CONTACT

If you have any questions or concerns, please contact the Area Administrator.

APPLICATIONS

An application must be done for all cases that have been closed for more than a calendar month, or never open in Food Stamps, W-2, Child Care, Medicaid and BadgerCare. Follow these procedures to do applications for BadgerCare in July.

Interview before July 19th:

*** CLIENT REGISTRATION ***	
1.	Client Registration must be keyed before an Intake is done.
*** AT THE INITIAL INTERVIEW (BEFORE JULY 19 th) ***	
2.	An Intake should be done. An occurrence of ACPA will not appear for BadgerCare, nor will any of the other BadgerCare screens.
3.	The worker will explain BadgerCare program requirements to determine if the household wants to apply and understands the requirements. If so, the worker will give the client a BadgerCare Application Supplement and assist him or her in filling it out.
4.	When SFED is scheduled in the driver flow, run without dates.
5.	No BadgerCare AG will appear on AGECE. Confirm eligibility for all programs (including Medicaid, even denials).
6.	When the expected change screen (ACEC) appears, make a note to run SFED for BadgerCare sometime between July 20 th and July 30 th .
*** ON OR AFTER JULY 19 th ***	
7.	Change the ACPA switch for BadgerCare from a 'N' to a 'Y'.
8..	Key in the needed information from the BadgerCare Application Supplement.
*** ON OR AFTER JULY 20 th ***	
9..	Run SFED with dates. USE 070199. THIS MUST BE DONE BEFORE RUNNING WITHOUT DATES*.
10.	Confirm BadgerCare, if correct. If not correct, make any necessary corrections to the data and repeat the previous step.
11.	Run SFED again with dates. This time USE 080199.
12.	Confirm BadgerCare (and other program eligibility per program policies).
13	Run SFED without dates for the recurring month and confirm BadgerCare, Medicaid and other program results..

Interview on or after July 19th:

*** CLIENT REGISTRATION ***	
1.	Client Registration should be keyed as usual at the next possible time. Be sure the filing date correctly reflects the date the 1 st page of the CAF was signed. This is true whether it is before or after July 19 th .
*** AT THE INITIAL INTERVIEW ***	
2.	An Intake should be done. An occurrence of ACPA will appear for BadgerCare, and the worker can make this request on the screen.
3.	When SFED is scheduled in the driver flow, run without dates.
4.	AGECE should appear for BadgerCare if a BadgerCare AG exists. Confirm eligibility for all programs including BadgerCare.
5.	Eligibility should be determined for July, August and the recurring month, September.

REQUESTS FOR BADGERCARE (BEFORE REGULAR SCHEDULED REVIEW)

A BadgerCare request must be processed for all cases that are either open in CARES or closed less than a calendar month in any program.

* You cannot run with dates when there are any unconfirmed AGs for any months for which you are running when you're in INTAKE mode. This can be especially difficult in counties where the SSP controls some of the program eligibility and the FEP controls other program eligibility on the same case.

Request is made before July 19th:

*** AS SOON AS POSSIBLE AFTER THE REQUEST IS RECEIVED ***	
1.	The worker will explain BadgerCare program requirements to determine if the household wants to apply and understands the requirements. The worker will make sure that the client has provided all of the needed information on the BadgerCare Application Supplement form. (DES-11630)
*** ON OR AFTER JULY 19th ***	
2.	Key in an expected change between July 19 and July 30 th to prompt the worker to key in BadgerCare information and do a BadgerCare eligibility determination.
*** ON OR AFTER JULY 20th ***	
3.	Change ACPA to request BadgerCare. Key in the Agency's date of receipt of the BadgerCare Application Supplement form in the Override field located in the upper right hand portion of the ACPA screen.
4.	Key in the information provided on the BadgerCare Application Supplement form.
5.	Run SFED with dates*. USE 070199 **THIS MUST BE DONE BEFORE RUNNING WITHOUT DATES.
6.	AGEC should appear for BadgerCare, if a BadgerCare AG is built. Confirm eligibility for the BadgerCare AG.
7.	Run SFED with dates*. USE 080199 **
8.	AGEC should appear for BadgerCare, if a BadgerCare AG is built. Confirm eligibility for August for BadgerCare.
9.	Run SFED without dates, for recurring month of September 1999. Confirm eligibility.

Request is made on or after July 19th:

*** AS SOON AS POSSIBLE AFTER THE REQUEST IS RECEIVED ***	
1.	Make sure that the client has provided all of the needed information on the BadgerCare Application Supplement form. (DES-11630)
2.	Change ACPA to request BadgerCare. Key in the Agency's date of receipt of the BadgerCare Application Supplement form in the Override field located in the upper right hand portion of the ACPA screen.
3.	Key in the information provided on the BadgerCare Application Supplement form.
*** ON OR AFTER JULY 20th ***	
4.	Run SFED with dates*. USE 070199 **THIS MUST BE DONE BEFORE RUNNING WITHOUT DATES.
5.	AGEC should appear for BadgerCare, if a BadgerCare AG is built. Confirm eligibility for July for BadgerCare.
6.	Run SFED with dates*. USE 080199 **THIS MUST BE DONE BEFORE RUNNING WITHOUT DATES.
7.	AGEC should appear for BadgerCare, if a BadgerCare AG is built. Confirm eligibility for August for BadgerCare.
8.	Run SFED without dates, for recurring month of September 1999. Confirm eligibility.

* You cannot run with dates when there are any unconfirmed AGs for any months for which you are running when you're in INTAKE mode. This can be especially difficult in counties where the SSP controls some of the program eligibility and the FEP controls other program eligibility on the same case.

REVIEWS FOR BADGERCARE

If a 3-, 6- or 12-month review is scheduled, the worker must ask the client at this time if they are requesting BadgerCare. Follow these procedures to process reviews for BadgerCare in July.

Review is done before July 19th:

*** DURING THE REVIEW ***	
1.	A review should be done. An occurrence of ACPA will not appear for BadgerCare, nor will any of the other BadgerCare screens. The worker will explain BadgerCare program requirements to determine if the household wants to apply and understands the requirements.
2.	The worker needs to ask the client if he/she is interested in applying for BadgerCare.
3.	If the client wishes to apply for BadgerCare, the worker will give the client a BadgerCare Application Supplement and assist him or her in filling it out.
4.	When SFED is scheduled in the driver flow, run without dates.
5.	No AGECE should appear for BadgerCare. Confirm eligibility for all programs.
6.	When the expected change screen appears, make a note to run SFED for BadgerCare sometime between July 19 th and July 30 th .
*** ON OR AFTER JULY 19 th ***	
7.	Change ACPA to request BadgerCare. Key in the Agency's date of receipt of the BadgerCare Application Supplement form in the Override field located in the upper right hand portion of the ACPA screen.
8.	Key in the information provided on the BadgerCare Application Supplement form.
*** ON OR AFTER JULY 20 th ***	
9.	Run SFED with dates*. THIS MUST BE DONE BEFORE RUNNING WITHOUT DATES. USE 070199, then confirm. USE 080199, then confirm.
10.	Then run SFED without dates for the recurring month of September 1999.

Review is done on or after July 19th:

*** DURING THE REVIEW ***	
1.	An occurrence of ACPA will appear for BadgerCare, at this time the worker should ask the client if they want BadgerCare.
*** ON OR AFTER JULY 20 th ***	
2.	When SFED is scheduled in the driver flow, run with dates. USE 070199 THIS MUST BE DONE BEFORE RUNNING WITHOUT DATES* Then confirm.
3.	Run SFED again with dates. USE 080199. THIS MUST BE DONE BEFORE RUNNING WITHOUT DATES. Then confirm.
4.	Run SFED again without dates for September 1999 (or the recurring month, if later). Then confirm.

* You cannot run with dates when there are any unconfirmed AGs for any months for which you are running when you're in INTAKE mode. This can be especially difficult in counties where the SSP controls some of the program eligibility and the FEP controls other program eligibility on the same case.